

## Post Graduate (PhD) Program of Sociology

Eötvös Loránd University Budapest

Faculty of Social Sciences, Doctoral School of Sociology

**Discipline:** Social Sciences

**Level:** doctoral (PhD)

**Aim of the program:** to launch scholars on the path to national and international academic careers. Scholars who are able to see and study social phenomena in their interconnectedness, cultural and historical determinants, and diversity of methodological approaches. Prospective graduates must demonstrate their ability to carry out research that results in innovative solutions on their own, and to translate them into an international scientific publications. The program prepares students for a scientific degree and for pursuing high-quality research and teaching activities – all in accordance with the international standard for academic training regarding form and content.

**Length of the program:** 4+4 semesters (+2 semesters)

**Academic periods:**

Study and research phase, 4 semesters

Research and thesis writing phase, 4 semesters

**Language of the program:** English

**Forms of doctoral program:** Full-time education

**Funding:** Limited number of state scholarships available, tuition fee

**Requirements to enter the program:** MA or MSc degree in social sciences, or related fields (as well as other university-level qualifications relevant to applicant's research topics) and a successful admission interview.

**Language requirements for admission:** applicants are required to submit a certificate of English proficiency or, if the applicant's language of instruction during their previous training was English, a university degree or high school diploma will suffice. For the completion of the program, an additional complex intermediate level state exam or equivalent in a foreign language (non-Hungarian) is required. Native languages (other than English) can be accepted as a second foreign language. Knowledge of the native language can be proved by a university degree or high school diploma.

**Comprehensive examination:** must be taken at the end of 4th active semester academic part + methodology part + scientific part

**The program ends:** with the defense of the dissertation.

**Full credit requirement:** 240 credits

**Erasmus:** Those students, who would like to go with Erasmus or other mobility program to another country are suggested to do so between the 5<sup>th</sup> and the 8<sup>th</sup> semester of the program.

Course Code	Title of the Course	Semester	Credit	Type	Lecture or Seminar	Prerequisites
<b>1<sup>ST</sup>-4<sup>TH</sup> SEMESTERS: STUDY AND RESEARCH PHASE</b>						
<b>STUDY MODULE (REQUIRED NO OF COMPLETED CREDITS: 70)</b>						
PHDEImE1	Social Theory I	1-3	10	mandatory	lecture	
PHDEImE2	Social Theory II	2-4	10	mandatory	lecture	PHDEImE1
PHDSocTE1	History of sociology	1-4	10	mandatory	lecture	
PHDSocMOE1	Research design and methods I.	1-3	10	mandatory	lecture	
PHDSocMOE2	Research design and methods II.	2-4	10	mandatory	seminar	PHDSocMOE1
PHDSocSemE1	Academic English and essay writing	1-4	5	mandatory	seminar	
PHDSocSemE2	Information search- and publishing strategy	1-4	5	mandatory	seminar	
PHDSocVE1	Elective seminar I.	1-4	5	mandatory elective	seminar	
PHDSocVE2	Elective seminar II.	1-4	5	mandatory elective	seminar	
<b>SCIENTIFIC MODULE (REQUIRED NO OF COMPLETED CREDITS: 50)</b>						
PHDSocKutE1	Research Colloquium I.	1-4	5	mandatory	seminar	
PHDSocKutE2	Research Colloquium II.	1-4	5	mandatory	seminar	Research Colloquium I.
PHDSocTuE1	Tutorial seminar I.	1	10	mandatory	seminar	
PHDSocTuE2	Tutorial seminar II.	2	10	mandatory	seminar	
PHDSocTuE3	Tutorial seminar III.	3	10	mandatory	seminar	
PHDSocTuE4	Tutorial seminar IV.	4	10	mandatory	seminar	
<b>COMPREHENSIVE FINAL EXAM</b>						
PHDSocKomplexE	Comprehensive final exam: course work and scientific work	4	0	mandatory		

<b>5<sup>TH</sup>-8<sup>TH</sup> SEMESTERS: RESEARCH AND THESIS WRITING PHASE (REQUIRED NO OF COMPLETED CREDITS: 120)</b>						
<b>TUTORIAL SEMINARS (REQUIRED NO OF COMPLETED CREDITS: 40)</b>						
PHDSocTuE5	Tutorial seminar V.	5	10	mandatory	seminar	
PHDSocTuE6	Tutorial seminar VI.	6	10	mandatory	seminar	
PHDSocTuE7	Tutorial seminar VII.	7	10	mandatory	seminar	
PHDSocTuE8	Tutorial seminar VIII.	8	10	mandatory	seminar	
<b>ACADEMIC TEACHING (REQUIRED NO OF COMPLETED CREDITS: 20)</b>						
PHDOktE1	Teaching a full independent academic course	1-8	20	mandatory elective		
PHDDemE1	Teaching assistance at an academic course	1-8	10	mandatory elective		
<b>ACADEMIC ACHIEVEMENT (REQUIRED NO OF COMPLETED CREDITS: 60)</b>						
PHDTanE1	Publishing a scientific publication	1-8	20	mandatory elective		
PHDTanRE1	Publishing a scientific review	1-8	5	mandatory elective		
PHDKonfE1	Participation in a conference with presentation	1-8	15	mandatory elective		
PHDKonfE2	Participation in a conference with poster	1-8	10	mandatory elective		
PHDBookE1	Publishing a scientific book as author or co-author	1-8	40	mandatory elective		
PHDEditE1	Publishing a scientific book as editor or co-editor	1-8	20	mandatory elective		
PHDDefE	Public defense of the first full draft version of the dissertation, elective	1-8	15	mandatory elective		
PhDProm	Science promotion (presentation or article)	1-8	5	mandatory elective		

For the current plan of course announcements, doctoral students should contact the secretary of the program.

## **A) Study and research phase: course work and scientific research (1<sup>st</sup>-4<sup>th</sup> semesters)**

Minimum number of credits to be completed by the end of the 4<sup>th</sup> semester: 120

Minimum number of credits to be completed by each semester: 15

### **Study Module**

Minimum number of credits to be completed in the study module: 70

*Introductory lectures* are around the topics of social theory, history of sociology, and research design and methodology (altogether 4 courses). The number of credits for these courses is 40. The courses are announced by the program management, and the lecturers are invited by the Head of the Doctoral School.

*Introductory seminars* help the students in their academic progress with methodological consultations, academic writing and publishing strategies. The requirements for completing the introductory seminars are 20 credits for three courses. The courses are announced by the program management, and the lecturers are invited by the Head of the Doctoral School.

*Mandatory elective seminars* can be fulfilled in two ways. Offered seminars cover topics relevant to the doctoral school and student research. These seminars provide an opportunity for students to meet with university professors and researchers in order to discuss current research and its outcomes in a variety of disciplines. Seminars are study units in which the student has the opportunity to expand their theoretical and methodological knowledge in regard to their own research topics, to present their methodological problems, and to gain research experience. The other possibility is for the completion of these mandatory elective seminars is having regular consultation with an expert of the scientific field of the doctoral student in the whole semester. Such consultations are recorded in the formal training of the doctoral students. The number of credits for seminars or consultations is 5 for each, two courses must be completed (10 credits in total). Minimum 2 research seminars are announced per semester. The mandatory elective seminars are announced by the Head of the Doctoral School, in cooperation with the supervisors and Head of Programs.

### **Scientific Module**

Minimum number of credits to be completed in the scientific module: 50

The scientific module incorporates the acquirement of the required knowledge (both theoretical and practical) to do academic research in the selected field of the student, writing and submitting publications, bibliographies, book reviews, translations, participating in academic conferences and workshops, holding lectures, tutorial consultations, preparing research plans, and conducting field work.

*Tutorial seminars* are mandatory in each semester. At least one meeting per month is required with the presence of the doctoral student and the supervisor during term-time. Meetings can be face-to-face or online – depending on the actual circumstances. A short memo written by the student is required about these meetings. The doctoral student has to upload the memo to the virtual folder provided by the administration of the doctoral school.

*Research colloquiums* are one of the central courses of the program. At these courses, all doctoral students have the opportunity to present and discuss their project in its initial stage. These courses are coordinated by the program director.

Additionally to the announced lectures, students must prepare a research plan in their first semester by November 30, with the guidance of the supervisor. The plan includes the steps they

will take regarding their research in the following 4 years. This study plan must be submitted either in person or in electronic format to the administration of the doctoral school (signed by the supervisor). Students have to update their research plans each year of their studies, depending on the development of their research. In each academic year, the deadline for the research plan update is October 15.

Academic achievements (e.g., conference participation, or publishing an academic research paper – see the whole list below) and teaching practice earned additionally to the required 50 credits in the first two years can be accepted in the second two years as academic achievement.

### **The evaluation system and requirements**

The instructor of the course evaluates the students' performance on a five-point or a three-point scale. The grades of the five-point scale are the following: excellent (5), good (4), satisfactory (3), sufficient (2) and insufficient (1). The grades of the three-point scale: excellent (3), pass (2), fail (1). Course requirements may include a written or oral exam, or writing a paper as specified by the instructor.

### **Other provisions related to course announcement**

The classes take place on a weekly basis. If needed, appropriate courses may be held in blocks. To start an elective course the minimum number of students is 3. Students apply to courses in the first week of the application period. The administration notifies the students about those courses, which will not be held. Students applied to these courses have to choose a substituting course until the third week of the application period.

### **The Comprehensive Examination**

The comprehensive examination must be completed at the end of the 4<sup>th</sup> active semester.

Prerequisites: Completion of the minimum required credits in study and research modules in the first 4 semesters.

At the exam, the doctoral student reports on their theoretical knowledge and also on the state of their research.

The theoretical part is built on the following courses: Social Theory, History of Sociology, and Research Design and Methods. For each student, selected topics will be provided, on which the theoretical part of the comprehensive examination will be built on. These topics are selected by their supervisor in cooperation with the Head of Program. Students are informed about these topics the latest until the end of the first month of the semester.

For the research evaluation part, students have to submit a whole chapter of their thesis and provide the plan for the further development of their thesis, such as its structure. Students have to submit these materials at the time they apply for the comprehensive examination. Students have to defend both their chapter and their thesis plan.

Evaluation of the comprehensive examination is pass or fail.

## **B) Research and thesis writing phase (5<sup>th</sup>-8<sup>th</sup> semesters)**

Minimum number of credits to be completed between the 5<sup>th</sup> and 8<sup>th</sup> semester: 120

*Tutorial seminars* are mandatory in each semester. At least one meeting per month is required with the presence of the doctoral student and the supervisor during term-time. Meetings can be face-to-face or online – depending on the actual circumstances. A short memo written by the student is required about these meetings. The doctoral student has to upload the memo to the virtual folder provided by the administration of the doctoral school.

For recording *academic achievements* students have to submit a form to the administration of the doctoral school, in which they describe and prove their academic achievement. Accomplishment of credits granted

for the academic achievement is based on the decision of the supervisor and the director of the Doctoral School. After successful accomplishment credits will be recorded in the Neptun.

Precondition of the thesis defense is minimum two academic publications, which are closely connected to the topic of the dissertation. Scientific papers can be the followings: paper published in a book of collected scientific essays, paper published in an academic journal. Chapters in edited volumes count as scientific papers. In the case of articles published in journals the following journals may be considered: Those mentioned as Q1, Q2, Q3 and Q4 in the Scimago journal ranking system, or those included in the journal list of the IX<sup>th</sup> Scientific Section of the Hungarian Academy of Sciences. Additionally, selected journals of the specific Doctoral Program can be accepted. Scientific books written or edited by the doctoral student can be taken into account if they are published at a reputable publisher. To decide if a publisher is reputable doctoral students should contact the Director of Program. Only those academic achievements can be accepted in the organized doctoral program, on which the affiliation with the Doctoral School is shown.

According to *academic teaching* related duties, minimum 20 credits have to be acquired. It can be completed by teaching at least one academic course. Completion can be also earned by being a teaching assistant of an academic course, but in this case, 10 credits can be earned. Before the start of the teaching, the approval of the Head of the Doctoral School is needed.

The *public defense of the first full draft version of the dissertation* is mandatory. However, as it is not part of the absolutorium, only those can get credits for it, who organize it until the 8<sup>th</sup> semester.